

Board of Trustees Meeting Report Packet

Summary of monthly focus, projects, meetings, and accomplishments

Month of Reporting: November

GCLD

- Contract to purchase land was signed and earnest money has been paid.
- Made some tweaks to the annual evaluation process. Staff are working on completing those evaluations this month.
- Attending the BOCC meeting to present our board appointment recommendations.
- Met with Town of Kremmling Trustees to present annual library report.
- Town of Winter Park is requesting our support in their TIF plans for future development funding. More information to come on this in Q1 of 2026.
- Marketing of Colorado Gives and Grand County Gives for GCLF. Recorded a spot of KFFR.
- Meeting with branch staff on recent updates to pay scale, benefits, and annual review process.
- New library cards arrived! One of Kremmling in fall to celebrate the progress being made on the purchase of the land, created by a mom and son from Kremmling, and GCLD purchased two new designs from ALA, Snoopy in a Park Ranger outfit and There's More to the Story, which highlights Library of Things
- Welcome a new staff member, Jamie Bailey, to our team at the Juniper Branch!
- Have interviewed applicants for the Facilities Associate position. Hoping to have staff onboarded soon.
- Tallie and Kaylene met with staff's from all branches to discuss creating new literacy and other educational kits in 2026 (ex. We created the Experience Italy Kit in 2024 and Experience Japan Kit in 2025, each filled with games, books, cookbooks, music, travel guides, DVD...for fun family time and educational experiences. Looking to add Egypt and Mexico early 2026)
- Grand Storytelling program kicked off – nine in attendance; great stories shared by all; looking forward to December's theme: Holiday Traditions – the Good, the Bad, & the Ugly
- Completion of project to move all phone lines to VoIP platform district wide
- Attended the Rural Library Network eSummit

Capital Projects

- Wrapping up Granby HVAC by the end of the year
- Planning of 2026 capital projects

Greater Library World

- Nothing at this time

Highlights GCLD

November 2025

Board Meeting: December 9, 2025

Facilities Report

GCLD maximizes library spaces in relation to changing community needs.

Projects & Goals

- Continuing to work through Granby HVAC renovations/improvements. Have a technician here this week of 12/1 installing variable frequency drives as well as attempting to repair our air handler. Follow up repairs will be forthcoming for 2026.
- Waiting on quote to complete LED project for Granby Library.
- Waiting on scheduling for FVL roof repairs.
- Waiting on scheduling for FVL Fire panel repairs and upgraded communications module.
- New appliances installed in FVL community room 12/3.
- Completed all prep work for the new Kremmling Library GCLD OE parcel. Waiting on signatures and will turn in application packet by 12/19 at the latest.
- Completed boiler repairs for Juniper Library.
- New flooring installed in DO over Thanksgiving weekend.

Improvements & Changes

- Hired and trained new cleaner for the District Office.
- Have three applicants for the Facilities Associate position. Interviews 12/4, will make decision ASAP.
- Trained all branch managers regarding future expectations for use of NetFacilities.

Budget & Future Plans

- Feel relatively confident that all agreed upon 2025 projects will be completed in 2025.
- Worked with Mary Ann and Tara to get accurate estimates for all known 2026 projects so that the 2026 budget is accurate to the best of our abilities.

Finance-HR Report

Maintain a balanced budget that is sustainable.

Finance

- Notification of values received for final 2026 revenue projections
- Final bids for accounting software recommendations
- Work with new facilities director for 2025/2026 projects and budgeting
- 2026 budget documents drafted
- Marketing of Colorado Gives and Grand County Gives for GCLF

Human Resources

- Open enrollment for new health plans being offered

Highlights GCLD

November 2025

Board Meeting: December 9, 2025

- Advertisements for clerk and facility associate
- Onboarding of new cleaner for DO
- Completed self-assessment for performance management

Meetings & Conferences

- Attended HR 2026: Strategic Planning for the Year Ahead by Employer's Council

Informational

- Research for how the elimination of the penny impacts GCLD
- Research year ending land acquisition recognition of expense
- Created account with Jotform for new forms solution

Library Resources Report

Quality programming and collections support the informational, recreational, and educational interests of Grand County.

Financial

- Will end the year bit under for physical collection (backorders, fewer holds, possible reorganizing of collection, and other reasons) and might be a bit over for Hoopla and OverDrive (the need)
- Because Hoopla is a pay for use platform and the usage has grown greater than the projected estimates, Tallie asked for both an increase in funds for 2026 and has scheduled Hoopla to lower checkouts for patrons from 10 to 7

Staff

- Tallie created plans with shelving measurements, furniture layouts, and highlights of what GCLD wants/needs to help with shelving design for FVL, GL, HSSL, and JL, sent analytics of each section of each branch collection, and photographed each branch; so far 2 of 3 companies have responded, with Dylan Reilly in the Denver office of Virco, scheduled to meet with Tallie and each branch manager in their library to discuss dreams, priorities, needs, ReThinking Library suggestions Dec. 2 and 3; Tosha from The Library Store and Tallie have spoken over the phone, Tasha is needing actual blueprints in order to start the process (Marcus has found HSS plans)
- Tallie and Kaylene met with LA's from all branches to discuss creating new literacy and other educational kits in 2026 (ex. We created the Experience Italy Kit in 2024 and Experience Japan Kit in 2025, each filled with games, books, cookbooks, music, travel guides, DVD...for fun family time and educational experiences. Looking to add Egypt and Mexico early 2026)

Circulation

- Top Circulations for 2025 from all physical collections (starting with the most checkouts, 40 to 14): Broken Country by Clare Leslie Hall (AF-40); Battle Mountain by C.J. Box (AF-36); Pickleball Paddle sets (35); Wicked. Part 1 (DVD-34); Basketballs; Juror #2 (DVD); Time for School, Little

Highlights GCLD

November 2025

Board Meeting: December 9, 2025

Blue Truck (easy); Social and Emotional Development Kit; Tonieboxes (strictly audio box: music, play, stories for 2-6 year olds); DVD: The Order; Adult fiction: The Measure by Nikki Erlick, Follow the Crow by B.B. Griffith, Wild Dark Shore by Charlotte McConaghy; Read-aloud Pete the Cat's Not so Groovy Day; (Up until 2022, of the top 10 circulating items, 9 or even all 10 were DVDs then followed by Easy books, now it is a mix of library of things, AF, Easy, DVD, and Read-alouds

Resources

- New library cards arrived! One of Kremmling in fall to celebrate the progress being made on the purchase of the land, created by a mom and son from Kremmling, and GCLD purchased two new designs from ALA, Snoopy in a Park Ranger outfit and There's More to the Story, which highlights Library of Things
- All physical resources for 2025 have been ordered before Thanksgiving, hopefully to arrive by mid-December
- Hoopla had the highest checkout ever, which has been a record breaker each of the past 3 months

Technology Report

Technology in the library inspires and connects our community with a wider world.

Projects & Goals

- Annual review of software needs and changes underway
- Branch IT audits commencing for end of year
- Assessment of AI tools that have been deployed in existing software and services; review of alignment with District policies
- Preparation of 2026 computer replacement cycle in hopes of processing and ordering ASAP in Q1 2026

Improvements & Changes

- HSS and KR primary phone numbers ported to district wide VoIP platform
- Communication issues with Granby A/V Vendor; vendor left project unfinished and with issues. Staff have been trained in temporary work arounds and limiting issues for patrons.
- Onboarding of new staff at Juniper Library

Budget & Future Plans

- Budget spend for 2025 completed outside of minor odds and ends

Public Services Report

Quality programming and collections support the informational, recreational, and educational interests of Grand County.

Highlights GCLD

November 2025

Board Meeting: December 9, 2025

Diverse Collections & Services

- Attended informational webinar regarding PBS documentaries and collaborative opportunities for showing “The Librarians”
- Spooky Story wrap-up – put together books and disseminated to libraries and schools; see copy that will be circulating
- Grand Storytelling program kicked off – nine in attendance; great stories shared by all; looking forward to December’s theme: Holiday Traditions – the Good, the Bad, & the Ugly
- Welcome to Lucinda and Kirby who will begin offering Read to a Dog programs at Fraser Valley Library, hoping to expand to other locations

Access

- Rural Area Directors meeting
- CALCON 2026 planning has begun – September 11-13, Aurora
- Participated in the Granby Elementary School High Five program
- Attended webinar – Universal Design for Programs
- Met with staff from Colorado Workforce – collaborating on ways to increase exposure and bring services to residents of Grand County

Community Resource

- Library Clerk interviews at Juniper – welcome to Jamie!
- Participated in the Program Meet-up meeting with program facilitators
- Performance evaluation season has begun – nice meetings with three of our TLC’s

Fraser Valley Library

Diverse Collections & Services

- Circulation/Collections: Tallie met with Jeanette to discuss future library design projects; they both met with a vendor to generate ideas and for a future quote (12/2).
- Storytime: Jellyfish and Dinosaurs, Dia De Los Muertos, Native America Heritage Month, Winter and Snow.
- Afterschool Programs: Finger Weaving, Movie. Build a Dinosaur and Puzzle day
- Adult Programs: Great Decisions (3 in-depth discussions in 3 weeks), Colorado Trail with Colorado Mountain Expeditions (Wow - a huge turnout!), Just Write It! Fraser Valley Library Horror Book Club
- Senior Lunch and Learn: The Power of Plants: Soups, Stews, and Chili with KC Rose
- All Ages: Book Lantern Crafternoon - transform old books into beautiful lanterns.
- Take & Makes: November Grateful Take & Makes - share your gratitude with a thank you card.
- Other Programs: 4th Grade Class Visits. FVL welcomes a new “Read to a Dog” team - Lucinda Jayne and her trained therapy dog Kirby!

Highlights GCLD

November 2025

Board Meeting: December 9, 2025

Access

- Artist Displays: Lorena Lopez showcased oil paintings on canvas with live painting demonstrations
- Displays and marketing: Thankful Take and Make Display, Native American Heritage Month, Fossils in the children's section from CSL, Colorado Humanities Quarterly Reading List, Interactive talk back board "What would you try if you knew you wouldn't fail?" (Loved reading the patron's courageous notes!)
- Intermittent Wi-Fi outages reported by patrons during private use of Urban Community Meeting Room - reported to Marmot.
- Marmot's Internet Service Provider has been experiencing ongoing connection issues with their upstream connection impacting Sierra, Pika, and other hosted web services such as Overdrive/Libby. Staff have been fielding calls and inquiries.

Community Resource

- Collaborations with community events/projects within the library: Health Coverage Updates by Rural Health Network postponed to December; Kathe and Jeanette met with an EGSD student to hear all about his vision for a Rubik's Cube Club. It will be student-led, with our first program on Thursday, Dec. 11, hoping to host every other week in the new year! 4H at After School Club - Handweaving

Additional Resources to Support Success:

- Kathe completed training with Colorado Humanities on How to Facilitate Reflective Conversations - she is now certified to facilitate community conversations with Colorado Humanities throughout the state: All FVL staff met with CEBT representative for Open Enrollment; Annual performance reviews are underway.

Granby Library

Diverse Collections & Services

- Storytime: Bilingual, Goldfish, Thanksgiving, and Gratitude
- Early Literacy: Music & Movement
- Elementary: Exploration Stations, Pokémon Club, Explorers, Recycling Rangers, Wonderstruck Wednesday
- Teen: Teen Hangout
- Adult: Book Club (Plunder by Menachem Kaiser), Ageless Grace, Craft Club, Grand Storytelling
- Senior Lunch & Learn: Sheet Pan suppers provided by KC Rose
- All Ages: Chess Club, Homeschool Hangout, Movie Matinee
- Take & Makes: November Grateful Take & Makes - share your gratitude with a thank you card.

Highlights GCLD

November 2025

Board Meeting: December 9, 2025

Access

- Displays: Native Americans, Cookbooks, Cozy Fantasy and Memorable Memories
- Bulletin Boards: What are you Thankful For, 6-7, and Recycle Rangers
- Community Room Art: Pepple Art by Ceci Peterson-Happy Birds
- Display Cabinets: Apothecary provided by Chuck Chladek

Community Resource

- GES High Fives
- Cindy got recertified for Ageless Grace

Hot Sulphur Springs Library

Diverse Collections & Services

- Storytime featured themes of jellyfish, "When You Love a Book," and Thanksgiving. Children created jellyfish out of paper plates and bubble wrap, made turkey place settings, and designed thank you cards out of bleeding tissue paper and watercolor paper. They also hung special glittery thankful stars on a brown paper tree that is in the corner of the children's area.
- The Community Connections theme for November was Bingo for Books. Thanks to the Friends of Grand County Libraries!
- Senior Lunch and Learn featured lunch from the 7670 Grill and a presentation entitled, "Yellow House in the Mountains," by local author, Glenn Hileman.
- There were no attendees for the Genre Explorers Book Club meeting due to illness and vacations, but many members e-mailed Shelly and Emily their book selections for "Books Under Fire." See the Sky-Hi News for Shelly's article! Next quarter will take a lighter turn as members read humorous books with a theme titled "Laughing Matters."
- A few families were around for Thanksgiving Break and enjoyed painting, pony beads, scratch art, and perler beads during a special open craft session.
- Thank you to Jeanette for putting together the Thanksgiving Take and Makes! They were well received.
- Other November programs included Tech Time, Exploration Stations, Pokemon Club, and Family Movie Night.

Access

- Kaydee was instrumental in getting GCLD staff to the Granby Elementary School for a new initiative called the High Five! Community members sign up to be at the school in the morning to greet students with a high five to start their day. What fun!!

Highlights GCLD

November 2025

Board Meeting: December 9, 2025

- Emily gave orientations to six new patrons for Extended Access. What a good surprise it was for Emily when she stopped by the HSS Library before a Leadership Team meeting on a Thursday to find two patrons having a meeting!
- Kaydee read to the children at Granby Play Days Preschool.
- Library displays featured the Genre Explorers Book Club theme of Books Under Fire and Laughing Matters, Storytime Theme of the Week, Bestsellers from Your Birth Year, Thanksgiving, Diane Keaton, and Jane Goodall.
- Shelly worked on relabeling and weeding juvenile graphic novels.
- Staff assisted patrons with Historic Newspapers and mobile printing this month.

Community Resource

- Kaydee attended a Program Mentor Meet-Up led by Emily.
- Emily and Kaydee met with Kaylene to discuss Book Madness books.
- Emily and Kaydee met with Tallie and other GCLD staff to talk about ideas for educational kits for all ages: what kits does GCLD already have and what do we want to create in the future?

Kremmling Library

Diverse Collections & Services

- Storytime featured themes of hibernation and Thanksgiving. Children created tissue paper caves for a sleeping bear and thank you cards out of bleeding tissue paper and watercolor paper.
- Senior Lunch and Learn featured lunch by Los Amigos and a presentation entitled, "Eco-Explorers: Real-Life Stories of Conservation Travel" by library volunteers, Bill and Marcia Honer.
- Thanks to 4H Extension Agent, Tonja Macklberg, for another fun, focused Homeschool Hangout. Participants learned about *moreso*, a traditional finger weaving craft practiced by the Indigenous peoples of the Great Plains, and got to take home their creations!
- The Genre Explorers Book Club had a great turnout and an inspired discussion about "Books Under Fire." See the Sky-Hi News for Shelly's article! Next quarter will take a lighter turn as members read humorous books with a theme titled "Laughing Matters."
- Afterschool Club students created coffee filter colorful turkeys with clothespins, markers, and spray bottles, made popcorn "dance" in a mason jar filled with water, vinegar, and baking soda, and exploded a volcano using cranberry juice, lemon juice, and baking soda.
- Fourteen middle schoolers came to Teen Hangout! The library was a busy place as they played on the Nintendo Switch, drew shrinky dink art, ate pizza, and shot baskets.
- Builders Club also was full to capacity for the first time and there are MANY LEGO creations around the library! Participants also had fun with the Forces and Motion Exploration Station.
- A few families were around for Thanksgiving Break and enjoyed painting, pony beads, scratch art, and perler beads during a special open craft session.

Highlights GCLD

November 2025

Board Meeting: December 9, 2025

- Thank you to Jeanette for putting together the Thanksgiving Take and Makes! They were well received.
- Other November programs included Tech Time, Quilting Cub, ELL Classes and Conversations, and Family Movie Matinee.

Access

- Emily brought the Spooky Story ice cream party to the school for those authors who could not come to the party at the library.
- Emily read to the children at WGECC, Little Bear Childcare, and Kremmling Preschool, and brought themed books to WGECC, Kremmling Preschool, and Kindergarten.
- Shelly continued her outreach to Cliffview, homebound patrons, Kremmling Memorial Hospital, and Silver Spruce. She helped serve her patrons lunch at the special Silver Spruce Thanksgiving meal. Her homeschool outreach this month promoted Experience Japan and board games from the Library of Things.
- Emily and Deborah continued categorizing Easy books.
- All staff worked on neatening up the shelves and shelf displays in the adult area.
- Library displays featured the Genre Explorers Book Club theme of Books Under Fire and Laughing Matters, Library of Things, Thanksgiving, Young Adult Genre Focus, Native American Heritage Month, Hibernation, and Cooking and Crafts.
- Art displays included quilts by Teresa Banman and Janet Schayer, Curiosity Cabinet items from the Colorado State Library, and LEGO creations by the Builders Club.
- Staff assisted patrons with CreativeBug and Novelist this month.

Community Resource

- Shelly attended a Colorado Humanities Facilitator Training with Kathe.
- Shelly attended another West Grand Recreation Foundation meeting to give updates from Mary Ann about Outdoor Adventurers and to start discussing partnering ideas for equipment, volunteers, and training. All is still in conversation mode for now.
- Emily led a Program Mentor Meet-Up and met with Kaydee and Kaylene to discuss Book Madness books.
- Emily and Shelly met with Tallie and other GCLD staff to talk about ideas for educational kits for all ages: what kits does GCLD already have and what do we want to create in the future?

Juniper Library

Diverse Collections & Services

- Storytime – theme - Not a Stick, kindness and Family themes: thankful, book: Peanuts Be Thankful and Giving, Songs: "The More We Get Together" by Raffi and "Clean It Up", Movement: song cube "10 Little Monkeys Jumping On The Bed" and jumping, Activity: hand art, "Run,

Highlights GCLD

November 2025

Board Meeting: December 9, 2025

Turkey, Run", Library closed, "Moody Cow," Songs: "The More We Get Together" & "Clean It Up", Movement: "I'm a Little Teapot," Activity: sensory bottles, Additional Notes: circle up & say names & count, Games: Guestures, and puppet show

- After School Club made energy bites, Gratitude and Giving, Movie Night – Charlie Brown's Thanksgiving.
- Tech Time held Nov 6 & 13 facilitated by John Marte
- Brown Bag Book Club – Shadow of the Wind by Carlos Ruiz Zafon
- Day of the Dead / Dia de los Muertos celebration
- National Stress Awareness Day – made stress balls
- Marble Run Challenge
- America Recycles Day: Trash-to-Treasure Crafts & Recycled Art
- Random Acts of Kindness Day
- World Hello Day – Say hello in different languages
- Thanksgiving Prep & Gratitude: Pie Circle & Community Recipe exchange.
- November Take & Makes: GCLD Thank you cards made by the Fraser Valley staff!
- Senior Lunch and Learn catered by Mountain Home Services (Pearl Pente Knight) and Kawuneeche Valley Restoration KVRRC

Access

- November End Cap Displays: election, indigenous peoples, new books, books in Spanish, kindness, censorship
- November Children's Area Display Themes: We have tons of Thanksgiving books, social/emotional, Native American
- Adult Fun Packets for Seniors are available at Senior Lunch & Learn to pick up in the lobby. They included calendar, event posters for upcoming events, and a variety of crosswords, sudoku, word searches, coloring pages, and handouts from the Bureau of Consumer Financial Protection. Made use of Meeting Owl camera/microphone/speaker device to aid Brown Bag Book Club having people join in person and via Zoom.
- One attendee for Virtual Reality made use of AirCar, rock climbing, and an anatomy experience.
- November Take & Makes: thank you cards
- New Teen bulletin board: Teen Chill Zone – Freeze the Feed – Warm Up with a Good Book
- Sensory bin: red/yellow/orange balls, leaves, wooden circles, wooden stackable rocks
- Exploration Stations: simple machines & magnets
- Display windows: marketing for library programs

Highlights GCLD

November 2025

Board Meeting: December 9, 2025

Community Resource

- The study room is being used by facilitators from Grand County Rural Health Network to provide Open Enrollment help to community members. In November, health care enrollment help was also available in Spanish.
- Welcome a new staff member, Jamie Bailey, to our team at the Juniper Branch!
- Amy finishes PLiX workshops and shares her expertise with all the branches at their after-school programs.